

# LAKE CUMBERLAND DEIC

March 1, 2006  
1:00 to 3:00 pm  
Kentucky  
Transportation  
Annex , Somerset,  
KY

		Type of meeting: Regular Quarterly Meeting
Facilitators: Stephanie Brown & Connie Cundiff		Note taker: Robert Day
Timekeeper:		
Attendees:	First Steps and Education Representatives from Lake Cumberland area	
Please read:	Lake Cumberland DEIC Regional Interagency Transition Agreement	
Please bring:	Copy of Interagency Agreement	

## AGENDA ITEMS

Topic	Presenter
✓ <b>Welcome &amp; Introductions</b>	
✓ <b>Review of agenda with opportunity for additions/deletions</b>	Stephanie Brown
✓ Minutes of last meeting	Robert Day
✓ <b>Transition sub-committee report</b>	
Minutes from Sub-committee last meeting were presented	General discussion included a request for representation from Head Start on the Sub- committee, stakeholders getting familiar and comfortable with the agreement, and possible upcoming changes in the transition process.
Transition Sub-Committee Meeting	
February 7, 2006	
In Attendance: Eddie Tallent, Phyllis Turpen, Karen Marshall, Delia Kincaid, Sharon Bertram, Linda Comley	
Not in Attendance: Connie Cundiff, Amy Smith, Rebecca Steely	
Eddie Tallent & Della Kincaid	
The meeting was called to order at 1:05 PM by Eddie Tallent, Chairman.	
The minutes from the November 9, 2005 meeting were read and reviewed by all sub- committee members present. Eddie Tallent made a motion to accept the minutes as read and presented. The minutes were passed as read, and the motion 2 <sup>nd</sup> by Phyllis Turpen.	
Eddie Tallent shared information about the transition process that was discussed at the December 2005 DEIC meeting. He reminded the committee members that one of the responsibilities of the transition sub-committee is to review the family transition survey	

report that will be completed by Rebecca Steely, Parent Consultant, prior to the August 2006 DEIC meeting. Rebecca Steely's final report is due by August 15, 2006. A meeting with all sub-committee members will need to be scheduled prior to the August DEIC meeting. This will be discussed in more detail at our next meeting.

No official motions were made.

Linda Comley shared with the sub-committee the transition pilot project. A pilot has been selected in five county districts. Those counties currently going through the pilot project is Jefferson, Fayette, Perry, Casey, and Callaway. Next year, a new group of counties will be selected.

Eddie Tallent discussed the updated Interagency Transition Agreement with Local Education Agencies. This agreement is to be presented to the Lake Cumberland District DEIC after being corrected and updated by the transition sub-committee. After DEIC approval, Connie Cundiff, Chair Person of the DEIC forwards the document to Mr. Robert Day, First Steps Technical Assistant. Mr. Day will forward the document to Brenda Mullens. Ms. Mullens will post the final copy on the [www.transitiononestop.org](http://www.transitiononestop.org) web sight. To review other district Interagency Agreements, this information can also be found on this web sight.

The sub-committee discussed a need for a representative from the Headstart Program to be on the transition sub-committee. Ms. Kincaid and Ms. Turpen will contact Headstart to seek a Headstart representative to serve on this this sub-committee.

Mr. Tallent reviewed the action steps of this sub-committee. The committee will continue to follow these steps. A review of the current names of Directors of Special Education and Preschool representatives were updated. A discussion for a training was discussed. This will be addressed at the next sub-committee meeting.

The meeting adjourned at 2:45 pm ET. The next Transition Sub-Committee meeting will be held on May 3, 2006 at 1:00 PM (Eastern Time) at the Transportation Building in Somerset.

Respectfully

Sharon

Bertra

### ✓ **Education/Training sub-committee report**

Minutes from Sub-committee last meeting were presented

LAKE CUMBERLAND DEIC EDUCATIONAL SUB-COMMITTEE MEETING  
FEBRUARY 17, 2006  
RUSSELL COUNTY BOARD OF EDUCATION

Present for today's meeting were Sheila Tucker, Monticello Independent Schools; Joyce Roach and Janet Laramore, Lake Cumberland Head Start; Anita Wethington, Adair County Schools; Sandra Dick, Somerset Independent Schools; Eddie Tallent, Clinton County Schools and Transition Sub-Committee Chairperson; Norma Wheat, Russell County Schools/Committee Chairperson.

Norma Wheat

The committee reviewed the agenda. There were no changes or additions to the agenda. Next, the committee discussed the March 14 meeting. Members of the committee determined what each district/agency would be responsible for the refreshments and door prizes for the training. The training will be March 14, 2006: one session will be in Russell County and one session will be in Somerset. Ms. Wheat volunteered to make the flyer and e-mail the flyer to all the school districts within the Lake Cumberland DEIC (LCDEIC). Ms. Laramore related that she would disseminate the flyers to the Head Start personnel in the LCDEIC. The theme for the workshop is **A Day in Preschool**.

General discussion included the need for better participation in Somerset at the Somerset location, a survey to be sent out to parents and the results tallied.

NO official motions were made.

The committee then discussed their next step. After discussion it was determined that a new needs assessment survey be sent to the participating school districts and agencies via e-mail. Ms. Wheat stated that since she had the original survey, that she would, make the noted changes discussed today and send the flyer, via e-mail, to the respective districts and agencies. It was determined that the talley sheets for the surveys needed to be sent to Ms. Wheat on or before April 28, 2006. E-mail the results to Ms. Wheat@[nwheat@russell.k12.ky.us](mailto:nwheat@russell.k12.ky.us) or fax the results to Ms. Wheat @ 270-343-3072.

The educational sub-committee will be meeting on **May 15, 2006 @ 9:00 central time at the Russell County Board of Education central office** for their next meeting. The purpose of the meeting will be to review the survey tally sheets and make plans for future trainings for the LCDEIC. The committee also agreed to participate in the Transition Sub-Committee meeting, which is scheduled for **May 3, 2006 at the Transportation Annex Building in Somerset KY.**

There were no other issues brought before the committee.  
Meeting adjourned.

✓ **Child Find/Public Relations sub-committee report**

Tammy  
Isenberg  
Stephanie  
Brown

General  
discussion  
included  
funding to  
produce  
promotional  
materials.

✓ **First Steps update**

Report was given regarding First Steps State Performance Plan and its impact on services, particularly 45 day mandate for services to begin and issues regarding under services. Rebecca Steely reported on the new Family Orientations, its format and schedule.

Robert Day &  
Penny  
Williamson

✓ **Formal Review /Approval of Revised Interagency Agreement**

Motion was made by Irene Hatton to approve the Agreement. Motion was seconded by Phyllis Turbin. Agreement was voted on, approved, and signed by members present. Those present will take agreement page back to their districts and get signatures of appropriate representatives.

Connie  
Cundiff

It was  
discussed and  
agreed upon  
by consensus  
that the  
contact page  
would be  
distributed at  
each DEIC  
meeting for  
revisions and  
updates.  
Connie Cundiff  
introduced the  
members to  
the Transition  
One Step  
website as a  
helpful and  
valuable  
resource.

✓ **Transition in KY – Casey Co. Pilot Site – Review of Process**

T. & C.  
Cundiff; D.

Announcement  
was made

✓ **Updates & sharing**

Kincaid  
Group

was made  
regarding the  
Summer  
Institute to be  
held at Meece  
Middle school.

✓ **Dates, times, locations and potential topics for upcoming  
Lake Cumberland DEIC meetings**

Stephanie  
Brown

Same place and time June 7.